

**LOUDOUN COUNTY FIRE ADVISORY COUNCIL, INC.**  
**16600 Courage Court**  
**Leesburg, Virginia 22075**  
**(703) 777-0333 Fax: (703) 771-5359**  
**March 21, 2001**  
**Minutes**

---

The regular meeting of the Loudoun County Fire Advisory Council, Inc. was held on March 21, 2001, at the Training Center. The meeting was called to order by Chair, Mickey Buchanan at 7:35 p.m.

Roll Call: 2, 4, 5, 6, 7, 8, 10, 11, 12 and 16 were present.

Absent: 1, 3 and 9

Fire Council Officers Present: Mickey Buchanan, Jim Cunningham and Karen Spalding

Also Present: Keith Brower

Approval of Minutes: Draft minutes of February were distributed.

Public Comments: None.

Treasurer's Report: Karen Spalding reported that there is a balance of \$5,635.24

Committee Reports

Officer Development/Training Committee: Captain Wisner was unable to attend but sent an updated Training Schedule. The Incident Command and Infectious Control training will be scheduled over the next few months. The NFA Incident Management System is scheduled to be implemented July 2001. The next meeting is scheduled for April 10, 2001, at 7:30pm at the Training Center.

Committee Members: Buddy Owens – Co 3, Steve Jacobus – Co 5, Tim McGann Co 5, Scott Lambert Co 6, Tom Graling Co 9, David Short Co 11, Josh Cooper LCFR, Sheila Minnick Co 14, Jose Salizar BLS and Garrick Terry –ALS.

Staff: The new Incident Management System is to be implemented July 2001. Each Chief should have received a copy of the new NFA IMS. Training is working on developing a plan to get all personnel trained. Budget finalized 3/22/01. Met with BOS on 3/8/01. Mary Maguire is exploring grants.

EMS Council Representative: No Report

Commission Report: The Dulles Town Center Mall dispatch policy was approved. The truck policy was tabled and will be discussed at the April meeting.

Communications: ECC will be moving upstairs in April. Projected completion is December '01.

R/R Committee: Award surveys were distributed. Discussion on being present to receive award. All award nominations need to be returned by April 15.

Committee Members: Roy Ott, Joe Habib, Ray Muth and Shirley Flippo

Chiefs' Committee: Rescheduled for Tuesday May 8.

### Old Business

- A. The county has developed a Unit Command Board that were distributed to each company. Chair asked that each company be issued one to start on a trial basis. Please try the boards and forward any recommendations to the Chair. Keith passed around a smaller version of the incident command board. COG draft of new IMS was distributed; contact Keith Brower if you did not receive. COG distribution / implementation date is July.
- B. Question from Company 10 regarding the Dry Hydrants and responsibility for maintenance. Staff and the FM Office are looking into these matters. A meeting will be held on November 01 at 1800 to discuss available options. Maria sent a survey out on dry hydrant needs. Please get these back ASAP. The county has \$200,000 in funds to use for the project.
- C. Question from Company 10 regarding the draft Service Agreements. These will be negotiated with each Company. They were received from the County Attorney's Office and the Commission has approved a Draft to go to the Board of Supervisors on March 5, 2001. Jack Brown reported that the County Attorney requested that the funding portion be removed to a separate agreement.
- D. At the November meeting, John Wisner distributed HazMat Business Plan that included dispatch criteria. A motion was made to endorse the dispatch criteria for the HazMat Team by Company 8 seconded by Company 7. Motion carries. Capt. Wisner will forward this to the Commission for action.
- E. Company 2 made a motion to request the addition of a ladder truck to all residential / commercial structure fires seconded by Company 8. Motion carries. The criteria of not dispatching ladder trucks in non-hydrant areas will be removed. This policy change has been forwarded to the Commission for action at their April meeting.
- F. Volunteer database will be ready to maintain points next year. Keith Brower requested a couple of people to be on the committee with Matt Partlow and Marty Mantelle to look at software packages for fire station management and fire reporting. Currently being tested.
- G. Question on the Motorola Minitor III and their compatibility with our system. We have been told that the Minitor III will only accept one set of tones. You would not be able to have a company tone and an officer tone in the same minitor. Keith Brower to check with Scott Edmonds.
- H. Discussion on OSHA compliance. Volunteers are covered under VOSHA rules.
- I. SCBA Mask Fit Testing – Captain Moline will be scheduling with Companies.

- J. Request to take a look at apparatus specification guidelines – to be discussed at next Chief's meeting.

#### New Business

- A. INOVA Physical Program discussion. The Volunteer Physical issue has been resolved and a cad message and letter was sent to each Company. The location is the same but there is a new contact person and phone number.
- B. Letter received from Philomont that they have withdrawn their request for career staff.
- C. Discussion on Box Mapping System. Motion made and approved to let ECC develop a box grid system to replace the current map grid system
- D. Discussion on using Street Names and discontinue the use of Route numbers when dispatching responses. Motion made by Company 4 and seconded by Company 1. Motion carries.

#### Announcements

FYI – Frederick Co. 14 is opening a sub-station at Point of Rocks, Station 28.

Delegate/Alternate List Needed from Company 1, Company 2, Company 3, Company 4, Company 5, Company 11, Company 12 and Company 16.

Meeting adjourned at 8:30 p.m. The next meeting will be held on April 18, 2001.

Respectfully submitted,

Karen Spalding  
Recording Secretary/Treasurer  
Loudoun County Fire Advisory Council, Inc.

Fcmar01